

Final Report by Trustee in Ch 12 Case

Instructions:

Select *Bankruptcy*

Select *Trustee*

Enter case number

Verify case number is correct

Select Document Event: [Final Report - Ch 12](#)

Select Party

- Party filer not listed, Add/Create New Party

Browse, Verify and attach the correct pdf file

- Add attachments, if applicable

Set “Awaiting Closing” status date? Yes

- Begin date - today’s date/current date

Review Docket Text for accuracy

- Add additional text if needed

Warning!! Verify entry is correct before submitting.